



Request to Sublet Work

(Check all that apply for State Program)

- ☐ Disadvantaged Business (DBE) ☐ Veteran Owned Business (VBE) ☐ Woman Owned Business (WBE)
☐ Minority Owned Business (MBE) ☐ State Small Business (SBE) ☐ Federal Small Business (FBE) (Federal Program)

Prime Contractor	Federal Employer I.D. Number *	State Contract Number
Job Description (Title)		Request Number

Approval is Requested to Sublet the Following Described Work to:

<input type="checkbox"/> Lower Tier Subcontractor <input type="checkbox"/> Subcontractor Lower Tier Subcontract/Subcontract Name	Unified Business Identifier (UBI)	Federal Employer I.D. Number *
Address		Telephone Number
City	State	Zip Code
If Lower Tier Subcontractor, Name of Corresponding Sub.		Estimated Starting Date
Fed ID of Corresponding Sub		* If no Federal Employer I.D. Number, Use Owner's Social Security Number

Item No.	Partial	Item Description	Amount

I understand and will insure that the subcontractor will comply fully with the plans and specifications under which this work is being performed.

Prime Contractor Signature

Date

Department of Transportation Use Only

Percent of Total Contract This Request _____ % Previous Requests _____ % Sublet to Date _____ %	DBE Status Verification		
Project Engineer's Signature <input type="checkbox"/> Approved	Date	Approved - Region Construction Engineer (When Required)	Date